



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"

Russ Guiney, Director

December 17, 2009

TO: Supervisor Gloria Molina, Chair
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: Russ Guiney
Director

SUBJECT: **NORTHWEST SAN FERNANDO VALLEY AREA (NWSFVA) –
TRAIL PLAN**

On January 27, 2009, the Board directed the Chief Executive Officer, in conjunction with the Director of Parks and Recreation, to establish a committee within 30 days, composed of trail users, equestrians and property owners to study the trail corridors in and around the Northwest San Fernando Valley Area and to update the County's Plan of multi-use trails for the region.

In response to this direction, the Department of Parks and Recreation (DPR), Planning and Development Agency (P&D Agency) has developed an approach for the Northwest San Fernando Valley Area Trail Plan (Plan).

**Project Planning Updates to Fifth Supervisorial District – Chatsworth Field Office
for the Reporting Period ending November 26, 2009**

On September 21, 2009, DPR's-P&D Agency provided the Fifth Supervisorial District (SD5) Chatsworth Field Office and Park Deputy, Sussy Nemer, a Preliminary Budget for the expenditure of the \$500,000 set aside (from the County Sunshine Landfill "Tipping Fees" Fund), for the proposed project. The preliminary budget information includes conceptual costs to procure consultant services to prepare the "*Northwest San Fernando Valley Area Trails Master Plan, Environmental Document and Trails Standards/Guidelines Manual*". Other anticipated project costs were also identified in the budget information, including staffing, equipment and materials.

On December 3, 2009, DPR provided a project update of key milestones (as requested by the Chatsworth Field Office), for updating constituent and stakeholder interests. Periodic updates are necessary within each respective "Reporting Quarter", to ensure the SD5 Field Office has information for internal project tracking and to respond to constituent and/or City Council District inquires when requested.

County/City Partnerships

County and City staff continue their partnership for the subject project (through bi-monthly meetings) in an effort to move the project forward and maintain established goals. The meetings are a result of the desire and commitment from both partners to work in collaboration on development of a comprehensive, area-wide "Trail Master Plan" for the recreational benefit of communities both in the County and City of Los Angeles.

A meeting was held between partners on September 8, 2009, regarding project planning efforts, specifically, logistics to retaining commonality and efficiency in retaining consultant services and ways to ensure "seamless" planning connectivity. County staff, in conjunction with City staff, determined that although, ideally, it would be beneficial to retain one project consultant, requirements on consultant retention (from established lists) from both entities presents limitations. As a result both partners will pursue consultants from their designated consultant "As-Needed" or "rotating" lists.

On November 19, 2009, the City indicated their Bureau of Engineering (BOE) is pursuing the process to retain a consultant who best meets the needs of the City's portion (jurisdiction) of the proposed plan and will work comprehensively to meet the over-arching goals of both the County and City and work collectively with both the County and City staff and the needs of the community abroad.

On November 30, 2009, the City conducted a second tour of select trails within the proposed project area to understand the opportunities and constraints to optimize trail planning efforts. Staff from County and City will reconvene bi-monthly meetings once the City and County complete their processes to finalize project proposals from each prospective consultant.

Next Steps

The Department of Parks and Recreation will initiate the following tasks:

- By December 17, 2009, DPR will meet with the Department's "As-Needed Consultant" Sapphos Environmental Inc., to discuss revisions and clarification of information, including timeline and costs stated in the subject proposal (includes project scope, trail standards manual and environmental document) and establish a resubmittal deadline.
- By January 14, 2010, DPR will provide the revised project proposal and a Draft copy of the projects' "Budget Appropriation – Adjustment and Project Approval" Board Letter to SD5 for their review and input.

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- Upon SD5's approval of the Board Letter, the Department will proceed with its standard review process to finalize the needed documents and establish an Agenda date.
- Upon approval of the subject Board Letter and the project funds are in place, the department will have authority to proceed with retaining a project consultant and issue a Notice-to-Proceed.

The Department of Parks and Recreation will continue reporting to your Board on a quarterly basis to ensure you are kept informed of the progress of this plan development. If you have any questions, please feel free to contact Norma E. Garcia, Deputy Director of the Planning and Development Agency, Department of Parks and Recreation at (213) 351-5198 or via e-mail at negarcia@parks.lacounty.gov.

RG:LH:FM:g/Northwest San Fernando Valley Trail

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